

MINUTES OF AN ORDINARY MEETING OF THE NAYLAND WITH WISSINGTON PARISH COUNCIL HELD ON WEDNESDAY, 14TH FEBRUARY 2007, AT 7.30 PM IN THE VILLAGE HALL NAYLAND

Present: G Battye (Chairman), Mrs P Fuller, Mrs M George, Mrs R Knox, Mrs E Mimpriss, R Spencer, B Smith, Mrs D Hattrell (Clerk), Mrs P Bray (for the Press) and 3 members of the public.

1. **Public Forum**

Mr Jones referred to the maintenance of the trees surrounding the new burial ground. Trees that have been pollarded are now in need of further attention. He was particularly concerned with the far and longest side of the burial ground. He asked what has been budgeted to complete any necessary work. The Chairman looked back on the minutes and confirmed the figures. Mrs George explained that she and C Hunt were due to meet with the Contractor shortly to consider what is needed. Mr Jones explained that he may be willing to make a contribution to the necessary works. He then went on to raise a second point that he would like to see a Village Plan for Nayland. The Chairman explained that this has been considered in the past and with other priorities, this has not been pursued. He thanked Mr Jones for reminding the Council on this point and said it is something for the new Parish Council to consider following the May Elections.

The email address for the Clerk was requested and this was provided.

Mrs Moriarty representing Nayland Playgroup explained that their current lease will run out later in the year. They were trying to provide another Building in the same sort of location. They are separate and independent from the School and have DfES approval to provide another Building. They have a close relationship with the school, are a registered charity and currently accommodate 16 children. This will increase to 24 children in the proposed new building. The Playgroup is run by experienced staff, has an excellent reputation and a long waiting list accommodating 2 to 4 year olds. The cost of their new building is estimated to be in the region of £200k. The new building will also provide wrap around care and they have consulted with the Community to establish the demand for such a service. Funding for the new building should come from a grant from "Child Care Starts". Over the last 6 months the Playgroup have raised around £4500 by their own fund raising attempts. They have a generous donation from the Community Council of £2000. The reason for approaching the Parish Council is that further funds are needed for Professional Fees for an Architect to draw up the plans. This is estimated to cost around £10k. This will enable them to proceed with the project immediately. The Chairman asked whether all the current 16 children live within the Parish. Mrs Moriarty advised that whilst the majority come from Nayland, others are from Leavenheath and Great Horkesley. B Smith asked how the wrap around care would be staffed. Mrs Moriarty explained that staff will be recruited and employed by the Play Group. B Smith asked whether they had applied for an extension on their existing lease. Mrs Moriarty confirmed that the lease has been extended and a further extension should not be a problem. The Chairman clarified what was being sought was a contribution to be paid when the Account from the Architect is presented, which will arise in the new financial year. Mrs Moriarty confirmed his statement was correct. Whilst the budget and Precept request has been completed, it was agreed for the Council to consider whether a contribution can be made. **Nayland Playgroup to be put on the Agenda for next meeting – Action Clerk.** Mrs Knox stated if a contribution is made, she felt that some priority should be given to Nayland children. Mrs Moriarty explained that she believes they have a fair system for allocating places and that all children get into the Playgroup eventually, albeit sometimes delayed. B Smith stated that the Parish Council should consider soon. It was further agreed that Mrs Moriarty provides the Clerk with an outline business plan. **Action Mrs Moriarty.**

The meeting was opened

2. **Apologies for absence** were received from Ms Knight due to a personal commitment and C Hunt due to sickness.

3. **Minutes of the previous meeting**

Approval of the minutes of the meeting held on 10th January 2007 was proposed by Mrs Knox, seconded by Mrs Mimpriss. This was carried with 5 votes in favour and 2 abstentions due to their absence at the meeting concerned and the minutes were signed by the Chairman.

4. Housing Needs

Mrs Fuller explained the outcome of the meeting on Harpers Estate between Mr Malins and Kirsty Ayers from Flagship and Mr Spencer and herself from the Parish Council. Revised drawings were being produced based on their agreed changes. They have applied to divert funds from a Tendring project to this one and it is believed that Babergh Council will make up the shortfall. The revised drawing was viewed by Council and the Chairman proposed approval of these, this was seconded by R Spencer and unanimously carried. It was agreed for the Clerk to write to Flagship asking them to go ahead to produce formal plans and circulate Mrs Fullers report to all Council members. **Action – Clerk.**

5. Village Hall

Mrs Knox spoke of a recent meeting involving all hall users where there was good attendance. From 1st April, they will be reverting back to local charges on an hourly basis for Friday evenings. Whilst this may reduce income from each booking, it is believed that demand for the Hall will increase. Fund raising ideas were discussed at the meeting with the aim of producing a fund to cover long term maintenance. Whilst the rentable income meets the running costs, no reserve is created for long term maintenance issues. The informal meeting looking at the whole principle of how the funds are managed has now been set for 26th February at 8.00 p.m. and the Chairman and Mrs Fuller will attend from the Parish Council together with Mrs Knox as Village Hall Representative. The Chairman asked Mrs Knox about the new lock for the Store Room. She confirmed that she is pursuing the matter herself and a special lock is awaited - **Action – Mrs Knox.**

6. Finance Report

(i) **Cash position** as at 19th January 2007 is £406.90 in the Business Current Account and £11746.19 in the Business Reserve Account making a total of £12153.09. The Clerk explained about the on-going problems with Royal Bank of Scotland and that a letter is included to transfer funds across to meet the Cheque Payments arising from this meeting. It was agreed that **Mrs George, B Smith and the Clerk** would meet to consider a new Banking arrangement to be discussed with Council at the next meeting - **Action.** Some preliminary work has been carried out in that the Clerk has obtained details from the Co-Operative Bank and Mrs George has been researching interest rates.

(ii) The request for a donation towards professional fees from Nayland Playgroup will be put on the Agenda for next meeting – **Action Clerk.**

7. Accounts for payment

Public Works Loans Account	£1513.52
D K Hattrell (Clerks Salary for December and January).....	£666.96
Inland Revenue Only (Clerks deductions and Employers National Ins. Contributions).....	£22.88
F P Rose (Section 137 Street Cleaning).....	£139.10
Babergh District Council (Bin Emptying charges).....	£80.04
Roy A Mortimer (remove storm damaged trees).....	£58.76
Anglain Water (Allotment water charges).....	£55.44
Nayland Community Council (Loan repayment & interest).....	£39.16

Mrs Fuller proposed approval of the cheques, seconded by Mrs George and carried unanimously.

8. Clerkship

It was agreed for the Clerk to give a deadline on feedback on the draft minutes. The Chairman was pleased with the format of the Correspondence Report. The Chairman asked everyone to keep communicating to assist with the change over of Clerk.

9. Correspondence

The correspondence report for January was provided at the meeting and it was agreed for this to be provided with the Agenda for future meetings. The new Code of Conduct is to be circulated as the deadline for comments is Friday 9th March, so any feedback to be given to the Clerk by **Monday 5th March** to enable a response to be co-ordinated ahead of the deadline. **Action – All.** The Clerk explained that P C Donna Jackson has taken over P C Wren's beat ahead of the Safer Neighbourhood Teams. The letter from EDF regarding the proposed works to reinforce the low voltage network was discussed by the Chairman. He advised that there are plans to place a

ground mounted transformer unit opposite Bridge Cottages in Horkesley Road. Points raised by the Council were the unsuitability of the planned siting as it would spoil the appearance of an attractive area, the need for screening and the risk of flooding at the planned location. Other comments included, does it have to be as big and can it be coloured green instead of blue. The preferred location was agreed to the west of the layby in amongst trees bordering the flood relief channel. It was agreed for the Clerk to reply to EDF accordingly – **Action Clerk**. Mrs Knox took the Commons Act 2006: Protection of Common Land in England Consultation, which can be discussed at next meeting if required – **Action Mrs Knox**. The Snoasis: Suffolk Preservation Society comments was agreed to be circulated – **Action Clerk**.

10. **Footpaths**

Mrs Knox reported timber on the footpath at Arger Fen, which needs to be reported to K Verlander at SCC. If he is not responsible for the management of the area concerned hopefully he will point us in the right direction – **Action Clerk**. Mrs Knox advised that Mrs Bannister is carrying out the hedge survey, which is due to begin this summer. Working parties will be organised. **Volunteers for the working parties would be very welcome and should contact Mrs Bannister on 262454.**

11. **Planning**

(i) **Decisions received**

B/06/01322/FUL/RC – Nags Building Supplies, Nags Corner.

The Chairman read that permission has been granted to erect a detached building to provide warehouse, shop, sales office and associated parking. The Chairman read the conditions stipulated. The reasons for Approval were that the proposal was considered to be in accordance with Suffolk Structure Plan policies ENV3, ENV4, ENV7, CSI and ECON1 and the most recent Babergh Local Plan. It was considered that the pattern of existing development in the area and the proposed development, subject to compliance with the conditions attached to the permission, would not materially harm the character or appearance of the area or the living conditions of neighbouring occupiers and would be acceptable in terms of traffic safety and convenience. The Chairman asked the Clerk to check the footpaths drawing 16 had been received and considered by the Parish Council – **Action Clerk**.

B/06/01910/CDP– Nayland fire Station and Training Tower.

The Chairman read that permission has been granted subject to stipulated conditions. These included details of the location height and materials of a new wall to the rear boundary of 65 Bear Street and approval of any other walls, fences etc. Further a detailed planting scheme including additional planting along the boundary with the school access road to be submitted for approval. Before the development commences the method of protecting trees within the vicinity is to be agreed. The approval has been given as the proposals are considered to have an acceptable impact on the setting of the conservation area and on the amenities of nearby residents. It is in accordance with the Governments planning policy guidance, statements and relevant development plan including CN10, CN08 and CR02 of the Babergh Local Plan.

B/06/01700/FUL/RC – Permission has been granted to erect two 300mm dish antennae onto the existing telecommunications installation at Hilltop Farm, Harpers Hill.

B/06/01998/DPA/MB – Permission has been granted to erect 8 Porches to 45 – 59 Bear Street.

B/06/02090/TCA – Babergh District Council do not wish to make a Tree Preservation Order in respect of the application to reduce to ground level and coppice every five years 4 Alder Trees, cut back from watercourse to bank and coppice a Willow Tree, re-pollard to crowns 2 clumps of Alder Trees at Lock Cottage, Bear Street.

B/06/02030/TCA – Babergh District Council do not wish to make a Tree Preservation Order in respect of a Juniper Tree at The Old Guildhall, High Street.

B/06/01847/LBC/MB – Listed building consent has been granted to replace window in lieu of existing door in rear elevation and internal alterations at 48 Bear Street.

B/06/01213/LBC/AT – Listed building consent has been granted to erect front boundary enclosure at Alston Court, Court Street.

B/06/00511/ENF – Babergh District Council have reported a breach of Planning Control at 12 Heycroft Way with regard to a loft conversion. They have invited the submission of a planning application.

Mrs Mimpriss asked the Clerk to contact Babergh District Council to investigate whether permission is required for the flood lights at Campions Hill House, Campions Hill, Wiston. **Action – Clerk**.

(ii) Current applications

B/06/02115/FHA/LJB – Perry Farmhouse, Bear Street. Erection of two-storey side extension, garden pavilion and 2.4 m high pergola.

The proposal that the Parish Council are against this application was made by Mrs Fuller and Seconded by Mrs George and was unanimously carried. The reasons stated were that this involves change of use to domestic garden. The Parish Council is against any building being erected on the meadow, which they would like retained as a meadow. Further this is outside the building envelope and even if they were not against building on the meadow, the height and dominant position of the proposed development would make it unsuitable.

B/06/02061/FUL/RC – Longwood House, Stoke Road. Erection of detached building to provide barn, tack room and stables.

R Spencer proposed the Parish Council has no objections to the application providing the highways issue of turning horse boxes is established. This was seconded by Mrs Knox and unanimously carried.

B/06/02084/FHA/RC – Sargents Farm, Bures Road. Erection of outbuilding to accommodate pool room. Construction of swimming pool. Erection of extension to existing outbuilding and ancillary retaining works.

The Parish Council have no objections to this application. This was proposed by Mrs Fuller and seconded by Mrs Mimpriss and unanimously carried.

B/0700001/FHA/MB – Gladwins Farm, Harpers Hill. Erection of single storey front extension.

The Parish Council have no objections to this application. This was proposed by B Smith and seconded by Mrs Knox and unanimously carried.

iii Dedham Vale & Stour Valley Project

The Chairman read the reply from Simon Amstutz, Operations Manager for the project. Simon Amstutz advised that the project has started to co-ordinate a bid to the Heritage Lottery Fund's Landscape Partnership Scheme. They have been awarded a project planning grant of £48,000 to draw up a larger bid to the scheme. If successful the aim will not be to attract a large influx of visitors. The priorities will be to provide support for projects that have long term social, economic and rural benefits for rural areas. This is achieved by conserving or restoring built and natural features, conserving and celebrating cultural associations, encouraging more people to learn and be involved in landscape heritage and improving training opportunities. Their website is www.dedhamvalestourvalley.org for further info.

12. Streetlighting

The first unit on the LHS as you enter Wiston Road from A134 was reported as not working. Further the last unit in Fen Street on the RHS is intermittent – **Action Clerk to report both units.** The Clerk explained that she had received a letter from SCC regarding the unit at the Bus Shelter in Bear Street, which has been out for sometime. Reference was made to the regulations concerning lighting units mounted on electricity poles. The light cannot be fixed due to the close proximity to the overhead lines. SCC are suggesting removal of existing equipment from the pole and erect a new street lighting column. This work was quoted at £1101.80 plus VAT. It was believed by some Councillors that the electricity cables run underground and would therefore not affect this unit. R Spencer agreed to inspect and advise the Clerk and B Smith accordingly. B Smith volunteered to meet with SCC to discuss further if required. **Action – R Spencer.** An update is required on unit 62, Mill Street and unit 55, Stoke Road. **Action – report to Clerk the current situation.**

13. Burial Ground

Mrs George explained that the meeting with the Contractors was postponed due to the snow. This will be re-arranged - **Action – Mrs George and C Hunt.**

Mrs Fuller proposed a 20 minute extension of time.

14. Recreation Grounds & Open Spaces

The Stoke Road Hedge has now been planted. B Smith asked about the safety improvements required to the playground. The Chairman looked back on the Minutes and noted that it was suggested in the Finance Meeting that REJB be authorised to complete the work. Mrs George proposed to formally accept the quote. This was seconded by Mrs Fuller and unanimously carried. **Action – Clerk to instruct REJB.** The Chairman read a letter from Joan Moore, Nayland & District Horticultural Society. It was agreed for the Clerk to reply asking to be kept informed of the situation and suggesting that a notice is considered showing the special significance of the site - **Action Clerk.**

15. **Highways**

The response from SCC re the HGV turning into Mill Street was considered. They have advised that they would not investigate a one-off incident. It was reported that whilst the HGV incident, reported at last meeting, was the worst, there have been at least 3 further incidents over the last 2 weeks. It was agreed for the Clerk to challenge SCC decision not to investigate - **Action – Clerk**. The plan of the proposed new Stoke Road gateway was provided to each Councillor. The Clerk was asked for an update on the reported drainage problem on Wiston Road. She confirmed that this had been passed to David Stiles, SCC to investigate. A further drainage problem was reported outside the Doctors Surgery on Bear Street, where a large puddle is present. **Action – Clerk to report to SCC Highways**. It was agreed that the SCC proposed Safety improvements will be circulated – **Action Clerk**.

16. **Allotments**

Nothing was reported.

17. **District Councillor**

C Hunt was unable to attend and no report was provided.

18. **Revised draft of East of England Plan**

Mrs Knox has reviewed the proposed changes and has recommended that no comment is put forward on behalf of the Parish Council.

19. **Annual Parish Assembly**

The Chairman asked for ideas as to whether to arrange a speaker for the event and “How to engage the public in an Election year?” This will be included on the Agenda for next meeting and any ideas can be discussed.

The meeting closed at 9.50 p.m.